

**CONFIGURATION MANAGEMENT
OF TRAINING EQUIPMENT****COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

Supersedes STC Regulation 65-8, 1 October 1992
OPR: 82 LG/LGLP (Mr. Slack)

Certified by: 82 LG/LGL (Mr. Lee)
Pages: 5/Distribution: F; X;
2AF - 1; AETC/LGM - 1

This instruction implements AFPD 21-1, Managing Aerospace Equipment Maintenance. It assigns responsibilities and establishes procedures for identification, review, evaluation, and processing of recommended and/or approved changes that alter the configuration of training equipment and Grounded Instructional Training Aircraft (GITA). This instruction applies to the Commanders of the 82d Logistics Group, 82d Training Group, 782 Training Group, 982d Training Group, and other base activities; it does not apply to associate centers. It implements requirements in DOD 5000.2, AFI 10-601, AFI 21-101, AETCI 21-101, AETCI 21-110 and T.O. 00-5-15.

SUMMARY OF CHANGES

Reorganization of the Wing divided responsibilities and created organizational name changes. The Commander for 396th Logistics Group changed to the 82d Logistics Group, (Purpose Statement, para 2a has not changed; Systems Logistics Support, para 2a(1), 2b(1), 3a(1), and 3b(1) has not changed). STCR 65-8 has changed to SAFB Instruction 21-110. References to regulations have changed to reflect new Air Force Instruction replacements.

Section A -- Terms Explained

1.1. Engineering Change Proposals (ECPs) are prepared in accordance with MIL STD 973 by the contractor for Configuration Items (CIs) and those approved become Time Compliance Technical Orders (TCTOs). ECPs are forwarded by the contractor to the appropriate System Program Office (SPO), Air Logistic Center (ALC), using command, and Air Education and Training Command (AETC) for review and to provide their requirements to the Weapon System Configuration Control Board (CCB).

1.2. Modification Proposals are retrofit changes (AFI 5000.2, AF Sup 1) that are generated by Air Force personnel. They are comprehensive technical studies prepared (at the direction of HQ USAF) by the acquisition or logistics support agency individually or jointly in collaboration with AETC and the using command.

Section B -- Engineering Change Proposals

2.1. Responsibilities. The Logistics Group Commander will:

2.1.1. Manage the ECP Program for the Wing to include coordination with Training and Training Detachment Groups in determining the modification of Air Force equipment required for training.

2.1.2. Systems Logistics Support, Wing Logistics Group:

2.1.2.1. Chairs, schedules and provides meeting location for Wing's Configuration Control Board. Focal point for configuration of training equipment.

2.1.2.2. Receives ECPs, evaluates for logistical impact, suspenses and distributes copy to affected agencies for review.

2.1.2.3. Coordinates CCB member's response, certifies, and transmits AETC requirements to training advisor at the acquisition agency CCB.

2.1.2.4. Convenes yearly (minimum) CCB review of all RTE/MTS training engines to evaluate configuration control and outstanding depot modification requirements.

2.1.2.5. Forwards to AETC's CCB all requests for removal of training equipment under configuration control after Wing CCB approval.

2.2. The Chief of Supply identifies and provides the quantities of spares on hand that are applicable to specified ECPs upon request of Wing CCB.

2.3. The Chief of Maintenance:

2.3.2. Evaluates ECPs using SAFB Maintenance (ECP/MIP) Form 772 with particular emphasis on maintenance support, and returns to Wing's CCB by suspense date.

2.3.3. Recommends approval or disapproval of, and includes a list of, affected training equipment when approval is recommended.

2.3.4. Indicates capability to accomplish the work effort defined in the ECP (intermediate, depot, or contractor).

2.4. Group Commanders:

2.4.1. Evaluate ECPs using SAFB Training ECP/MIP Evaluation Form 771 with emphasis on training implications - returns to Wing's CCB by suspense date.

2.4.2. Recommend approval or disapproval and provides a list of affected training equipment if approval is recommended.

2.4.3. Other base organizations will participate in CCB meetings as required.

3.1. **Procedures:** Systems Logistics Support, Wing Logistics Group will:

3.1.1. Forward one copy of ECP and two copies of SAFB Form 771 to the Wing Training and the Training Detachment Groups for evaluation.

3.1.2. Forward one copy of ECP and two copies of SAFB Form 772 to the Chief of Maintenance, Wing Logistics Group for evaluation.

3.1.3. Forward one copy of ECP and two copies of Systems Logistic Support Evaluation letter to Chief of Supply when special levels have been established for training equipment located at Prime Wing.

3.1.4. Forward one copy of ECP and a copy of letter to applicable base organizations when physically convening a Configuration Control Board.

3.1.5. Fill out and file one copy of SAFB Form 1297, Configuration Control Card, for each ECP review.

3.1.6. Prepare ECP messages in accordance with DODI 5000.2, AF Sup 1, certifying Wing training equipment requirements are mission essential to HQ AETC, and transmit to acquisition agency appropriate Weapon System CCB.

3.2. The Chief of Maintenance, Logistics Group will complete blocks 8 through 11 of SAFB Form 772, sign and return to Systems Logistics Support by suspense date.

3.3. The Technical Training and Training Detachment Groups will:

3.3.1. Complete blocks 8 through 11 of SAFB Form 771, sign and return to Systems Logistics Support by suspense date.

3.3.2. Forward requests for removal of training equipment from configuration control to Wing CCB.

Section C-Modification Proposals

4.1. **Responsibilities.** Systems Logistics Support Flight, Wing Logistics Group will:

4.1.1. Evaluate all modification proposals applicable to MTS/RTE training equipment, in accordance with Air Force policy set forth in AFI 10-601

4.1.2. Ensure approval is given only if essential to accomplish the mission, eliminate a safety hazard, or will result in an increase or decrease in maintenance /material support requirements, and is justified against cost, down time, and/or programmed inventory life of the equipment.

4.2. Originators of modification proposals will submit proposal to Wing's CCB via normal administrative channels. Examples: Training Detachment (TD)

personnel originating a modification proposal will submit proposal to TD Commander to review and subsequent to processing through Training Group to Prime Wing CCB.

4.3. **Procedures.** Systems Logistics Support Flight, Center Logistics Group, will:

4.3.1. Review all recommended AF Form 1067, Modification Proposals.

4.3.2. Forward CCB approved modification proposal with cover letter to AETC's CCB in accordance with DODI 5000.2, Sup 1, as supplemented. Inform originator (in reverse order of submission) of action taken by Prime Wing CCB or receipt of approval/disapproval from higher authority for implementation action.

4.4. Originators of modification proposals must identify item to be modified in accordance with DODI 5000.2, AF Sup 1 (Contact 82 LG/LGL for instructions). Proposals converted from a suggestion (by suggestion OPR in accordance with AFI 38-401) must reference suggestion number at end of the modification title.

SAFBI 21-102 10 January 1997

4.5. SUGGESTIONS. Submitted in accordance with AFI 38-401.

4.6. TIME COMPLIANCE TECHNICAL ORDER (TCTO). Process in accordance with DODI 5000.2, AF Sup 1, T.O. 00-5-15 and AETCI 21-101.

4.7. UPDATING CHANGE/MODIFICATION PROOFING (KIT PROOFING). Accomplish in accordance with T.O. 00-5-15 and DODI 5000.2, AF Sup 1.

GARY T. McCOY, Colonel, USAF
Commander, 82d Logistics Group

Attachments

1. Sample Format (Configuration Control Board Item Record)
2. Sample Format (Modification Proposal Cover Letter)

SAMPLE FORMAT (Configuration Control Board Item Record)

MEMORANDUM FOR:

FROM:

SUBJECT: Configuration Control Board Item Record

1. The following CCB item(s) (Engineering Change Proposals (ECPs), Modification Proposals, Advance Changes Study Notice (ACSN), etc.), as designated below, will be boarded on (Date) at System Logistics Support . Request your representative be present at (Time) , Location to evaluate the following items for impact on your specific area of responsibility and to establish the Wing's position.

2. Please check this list with your ECPs, ACSNs, etc. If there are any listed which your office has not received, notify your contact at System Logistics Support prior to this meeting.

(Signature Block - OIC/LGL)

Attachment:

1. ECP/CCP/ACSN List

SAMPLE FORMAT (Modification Proposal Cover Letter)

MEMORANDUM FOR :

FROM:

SUBJECT: MODIFICATION PROPOSAL _____

Modification Proposal: _____ (Title) of Proposal _____

1. The attached proposed Modification Proposal is submitted for your evaluation.
2. DODI 5000.2/AF Sup1 and AFI 38-401 have been reviewed for applicability prior to submittal.

(Signature Block - OIC-LGL)

Attachment:

1. Modification Proposal